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## December Partner Agency Newsletter

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### Upcoming Closures

**IMPORTANT- The food bank will be closed from Friday, December 23, 2022 through Monday December 26, 2022 for the Winter Holiday.** This means all regularly scheduled pick-ups and deliveries are cancelled during this time. Below are the modifications being made to the ordering schedule as a result of this closure:

<b>If you are picking up or receiving delivery on:</b>	<b>Your ordering window opens on:</b>	<b>At:</b>	<b>Your order is due on:</b>	<b>At:</b>
Tue., Dec. 27	Tue., Dec. 20	10:15am	Wed., Dec. 21	9:00am
Wed., Dec. 28	Wed., Dec. 21	10:15am	Thu., Dec. 22	9:00am
Thu., Dec. 29	Thu., Dec. 22	10:15am	Tue., Dec. 27	9:00am

**IMPORTANT- The food bank will also be closed from Friday, December 30, 2022 through Monday, January 2, 2023 for the New Year Holiday.** This means all regularly scheduled pick-ups and deliveries are cancelled during this time. Below are the modifications being made to the ordering schedule as a result of this closure:

<b>If you are picking up or receiving delivery on:</b>	<b>Your ordering window opens on:</b>	<b>At:</b>	<b>Your order is due on:</b>	<b>At:</b>
Tue., Jan. 3	Tue., Dec. 27	10:15am	Wed., Dec. 28	9:00am
Wed., Jan. 4	Wed., Dec. 28	10:15am	Thu., Dec. 29	9:00am
Thu., Jan. 5	Thu., Dec. 29	10:15am	Tue., Jan. 3	9:00am

**If your organization will be in need of a rescheduled pick-up during these closures, please reach out to [agencies@centraltexasfoodbank.org](mailto:agencies@centraltexasfoodbank.org) or Agencies Hotline at 512-684-2503** to see what may be possible. Reschedule spots will be limited and are available first-come, first-served.

For the most up-to-date closure information, please refer to the [FY23 Holiday Guide](#). All information is also located on the [closure section](#) of the [agencies page](#) on our [website](#).

## Resources for Partners and/or Clients



### Wholesale Club

CTFB is launching a wholesale club to leverage our collective financial strength. We will work with our network of national food wholesalers to secure the best pricing possible for bulk orders, and will make those items available to your organizations at cost. If you are interested in participating in the wholesale club, please complete the Interest Form [here](#) and the Food Preference Survey [here](#) **before 12/7/2022**.

### Reusable Plastic Containers and Banana Boxes

One of the necessary items to our sustainability is the ongoing supply of fresh produce offered by our network of donors across the country. The packaging many growers and donors utilize in their supply chains are plastic crates known as Reusable Plastic Containers (RPCs). Your agency plays an essential role in RPC recollections, as these RPCs need to cycle back into the supply chain for reuse. Please continue to return any retail crates (RPCs) to CTFB when picking up your order or receiving delivery. You can see an example of these crates on [this flyer](#).

Banana boxes are also an essential resource that allow us to effectively package food for our agencies. Please return any banana boxes to the Food Bank at your next dock appointment, or send them back with your delivery driver at the next available opportunity.

Thank you for your support in helping to preserve these essential shared resources.

## **Partner Agency Policy and Procedures Manual**

CTFB has revised our Partner Agency Policy and Procedures Manual. Please find the latest copy [here](#) on our website. The manual contains an appendix that summarizes all updates.

## **Intake Compliance Reminder**

This is a reminder that clients do not need to present an ID or any other form of documentation in order to receive food assistance.

All application information may be self-declared. Partner Agencies may request but must not require proof of application information.

Partner Agencies must clarify the following points to clients:

- The inability or unwillingness to provide proof of ID, Residency, or Income is not a barrier to participation.
- Participants will receive USDA Foods without proof of ID, Residency, or Income.

Please post this [notice](#) to ensure that staff, volunteers, and clients are fully informed regarding identification policies.

## **Recipe Database**

Looking for a recipe to share with our neighbors? Check out our recipe database [here](#) to find the latest recipes from our amazing nutrition team!

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## Contact the Team

512.684.2503 | [agencies@centraltexasfoodbank.org](mailto:agencies@centraltexasfoodbank.org)

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